

BEING INDIGENOUS IN ASIA

AIPP Strategic Regranting Programme Guideline



Asia Indigenous Peoples Pact (AIPP)

Table of Contents

1.	Context: Indigenous Peoples in Asia.....	3
2.	AIPP Strategic Plan 2025-2029 and Strategic Regranting Programme:.....	4
3.	AIPP Strategic Regranting Programme.....	7
4.	AIPP Strategic Regranting Mechanism.....	8
4.1.	Types of Grants:.....	8
4.1.1.	Micro Grant (USD 2,000 – USD 5,000):.....	8
4.1.2.	Small Grants (USD 5,001 – USD 10,000).....	9
4.1.3.	Action Grants (USD 10,001 – USD 20,000).....	9
4.1.4.	Dedicated Grants:	10
4.2.	Application Process	10
4.3.	Grant application review and approval.....	10
4.4.	Signing Agreement.....	12
4.5.	Fund Disbursement Process:	12
5.	Capacity-Building & Support.....	13
6.	Monitoring, Reporting & Accountability.....	14
6.1.	Participatory Monitoring	15
6.2.	Minimum Reporting Requirements:	15
6.3.	Mutual Accountability Principle	15
7.	AIPP Policies including Gender Justice Policy	15
8.	Annual External Audit	15
9.	Amendment	16
10.	Conclusion	16
11.	Annexures:	17
	Annex-A: Application Form:.....	17
	Annex-B: Budget Template	18
	Annex-C: Acknowledgement receipt of funds.....	19
	Annex-D: Narrative Report Template	20
	Annex-E: Financial Report Template	22

BEING INDIGENOUS IN ASIA

AIPP the Strategic Regranting Programme

1. Context: Indigenous Peoples in Asia

The Small Grants Mechanism (SGM) is an internal mechanism of AIPP—fully embedded within its organisational structure and Strategic Plan. It is not a new branch, not an independent fund, and not a parallel financing system. Rather, it is a practical tool to help AIPP fulfil its long-term goals and ensure that our Strategic Plan 2025–2029 is implemented effectively on the ground.

1. Context and Rationale for the Small Grants Mechanism

Indigenous Peoples in Asia continue to face persistent structural challenges—including non-recognition of identity, denial of self-governance, and widespread dispossession of lands, territories, and resources. Across the region, development models prioritising extraction, conservation enclosures, and militarised control have intensified threats to Indigenous territories and governance systems. These pressures are severe in all countries across Asia (where AIPP operates), but channelling funds or support is politically sensitive in contexts such as India, Bangladesh, Myanmar, and Northeast India, where Indigenous communities face shrinking civic space, legal restrictions, and limited access to external resources.

Despite AIPP’s extensive regional work, access to timely and flexible resources remains a major constraint for frontline communities because:

- lengthy donor cycles delay support to communities facing urgent threats or emerging opportunities,
- strict or shifting donor requirements exclude the communities most in need, especially unregistered groups, conflict-affected areas, and political “no-go zones”,
- severe political sensitivities prevent communities from receiving international funds, regardless of need,
- AIPP must engage with movement-critical communities that fall outside donor frameworks but are central to self-governance, land protection, and leadership development, including those led by Indigenous women, youth, and persons with disabilities.

These limitations prevent AIPP from providing rapid, responsive support to communities defending ancestral territories, revitalising governance systems, nurturing intergenerational leadership, and strengthening intersectional movement-building.

1.1. Purpose of the Small Grants Mechanism

The SGM is designed to fill these structural gaps—not as an independent fund, but as an internal, movement-serving mechanism that enhances AIPP’s ability to act strategically and responsively. It aims to:

- provide timely and direct support to communities facing urgent threats, opportunities for self-governance revitalisation, or immediate territorial defence needs,
- reach strategic communities in politically sensitive areas where conventional funding cannot flow,
- strengthen movement-building aligned with AIPP's Strategic Plan focusing on self-governance, territorial stewardship, movement consolidation, and intergenerational leadership,
- advance the leadership of Indigenous women, youth, and persons with disabilities, ensuring intersectional self-empowerment and more resilient community governance,
- reduce reliance on donor timelines, enabling AIPP to act proactively rather than reactively,
- sustain long-term engagement with movement-critical communities even when donor funds are unavailable or restricted.

1.2. Why This Mechanism Is Essential for Achieving AIPP's Strategic Plan

AIPP's Strategic Plan emphasises Indigenous self-governance, territorial guardianship, movement consolidation, and the strengthening of Indigenous sovereignty. Achieving these goals requires:

- fast, flexible, and responsive resources that match the urgency of threats,
- inclusion of politically marginalised and hard-to-reach communities at the core of movement-building,
- direct support for Indigenous governance institutions, cultural systems, land protection efforts, and local leadership,
- rapid mobilisation during crises to prevent land loss, displacement, cultural erosion, or community repression,
- sustained presence in politically sensitive but strategically vital regions,
- leadership pathways for Indigenous women, youth, and persons with disabilities, ensuring that the movement remains inclusive, intergenerational, and equitable.

The Small Grants Mechanism is therefore not merely a funding channel. It is a strategic instrument that enables AIPP to uphold Indigenous Peoples' self-governance, safeguard territories, consolidate the movement, and operationalise the core vision and commitments of the Strategic Plan 2025–2029.

2. AIPP Strategic Plan 2025-2029 and Strategic Regranting Programme:

The Asia Indigenous Peoples Pact (AIPP) 9th General Assembly, organized from 3rd June to 5th June, 2025, at Chiang Mai, Thailand, adopted its Strategic Plan for 2025-2029 with a long-term strategic direction envisioning

“Indigenous Peoples in Asia enjoy the right to self-determination, and to our land, territories and resources, which allows our communities to live a life in dignity, and in accordance with our own culture, customs, and traditions.”

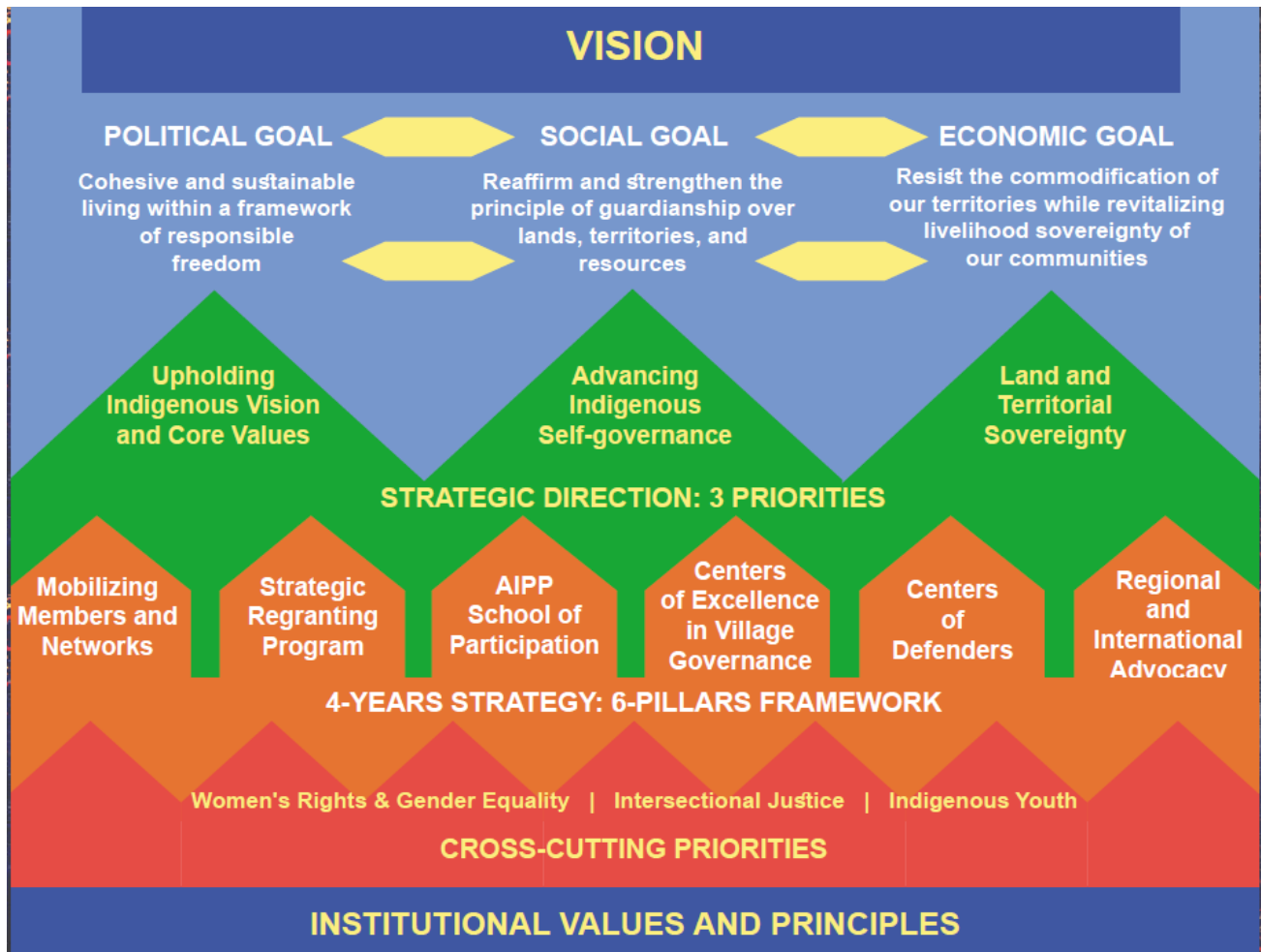
During the Assembly, AIPP members reaffirmed that restoring self-determination and reclaiming Indigenous Peoples’ ancestral lands and territories requires a sustained process of decolonization, healing, transformation, and collective mobilization.

To realize its strategic vision, AIPP upholds the mission set out in its founding Charter: ***“to strengthen solidarity and linkages among Indigenous Peoples’ organizations and movements in Asia, and to advance the position of Indigenous Peoples in the region in pursuit of its long-term vision”*** stipulating three Strategic Goals: ***political, social, and economic goals*** that are:

- i. ***Political Goal:*** To establish cohesive and sustainable collective living within a framework of responsible freedom;
- ii. ***Social Goal:*** To reaffirm and strengthen the indigenous principle of guardianship over lands, territories, and resources – ensuring equitable access, secure ownership rights, and the agency to negotiate, all of which are vital for sustaining harmony and continuity for future generations; and
- iii. ***Economic Goal:*** To resist the commodification of our territories while revitalizing livelihood sovereignty, fostering resilience and self-sufficiency within our communities. This approach champions a transformative shift toward a global economy rooted in environmental sustainability and social justice — one that prioritizes collective well-being over corporate profit and shareholder exploitation.

Guided by this vision, mission, and strategic goals, AIPP will align its future work with three strategic objectives:

- i. ***Strategic Objectives One – Upholding Indigenous Vision and Core Values:*** To have a common understanding of, and an agreement on, the ***core values of our indigenous heritage and wisdom*** as the foundational basis of the Indigenous Peoples’ movement in Asia;
- ii. ***Strategic Objectives Two – Advancing Indigenous Self-governance:*** To have indigenous ***self-governance working as a practical model of governance*** in communities of our member organisations, and that its essential principles are accepted by states, shaping and enriching Asia’s democratic systems; and
- iii. ***Strategic Objectives Three – Land and Territorial Sovereignty:*** To attain the recognition of Indigenous Peoples’ ***right to customary lands, territories and resources*** in the countries of AIPP’s member organisations, contributing to sustainable stewardship of lands, territories and resources.



To ensure that the **three strategic priorities/ objectives** remain aligned with programmatic components, the 2025–2029 Strategic Plan will be implemented through a six-pillar framework encompassing movement-building, leadership development, institutional strengthening, self-governance, and advocacy. Grounded in a rights-based, community-centered, and intersectional approach, it fosters solidarity, mutual learning, and empowerment, transforming diversity into collective strength.

- i. Pillar 1: Mobilising AIPP Members and Networks:
- ii. **Pillar 2: The Strategic Regranting Programme (SRP)**
- iii. Pillar 3: The AIPP School of Participation (ASP)
- iv. Pillar 4: Centres of Excellence in Village Governance (CoE-VG)
- v. Pillar 5: Centres of Defenders (CoD)
- vi. Pillar 6: Regional and International Advocacy

The **Strategic Regranting Programme (SRP)**, as one of the key pillars, is specifically dedicated to advancing **Indigenous self-governance, sovereignty over lands, territories, and resources and recovery of Indigenous worldview, values and knowledge systems.**

3. AIPP Strategic Regranting Programme

The 2025-29 Strategic Plan adopts the **Strategic Regranting Programme (SRP)** as one of the key strategic pillars, providing support in alignment with the plan's six priority pillars. In alignment with AIPP's vision, mission, strategic goals, and objectives, the **SRP** aims to break down barriers arising from **political restrictions, administrative hurdles, and limited institutional capacity**. By facilitating direct access to financial support, the Programme will empower Indigenous organisations and movements to more effectively pursue their mandates, address community priorities, and enhance their movement consolidation and strategies to effect advocacy and self-determined development efforts.

Ultimately, the **SRP** seeks to build the capacity of Indigenous organisations and communities to achieve self-empowerment, engage in meaningful solidarity-building, and foster deeper connections across movements. In doing so, it contributes to reinforcing the Indigenous Peoples' movement and amplifying collective struggles for rights, justice, and self-determination across Asia.

3.1. Objectives of the AIPP Strategic Regranting Programme

The AIPP Strategic Regranting Programme (SRP) is an internal support mechanism established to operationalise AIPP's Strategic Plan. It enables timely, flexible, and strategic assistance to Indigenous communities and organisations that are essential to movement-building but often excluded from conventional donor funding.

The objectives of the SRP are to:

1. Provide rapid, flexible, and direct financial and technical support to grassroots Indigenous organisations, communities, and movements in alignment with AIPP's strategic priorities.
2. Address barriers to donor funding, especially for groups without legal registration, with limited administrative capacity, or operating in politically sensitive or donor-restricted countries.
3. Support initiatives that strengthen or align with self-governance, territorial stewardship, community resilience, and movement consolidation across Asia.
4. Promote intersectional leadership, prioritising initiatives led by or supporting Indigenous women, youth, and persons with disabilities.
5. Enhance AIPP's capacity to act proactively, reducing dependence on donor timelines and enabling support at the pace required by community needs.

3.2. Target Groups of the AIPP Strategic Regranting Programme

The SRP will prioritise support to the following groups:

- a) AIPP member organisations, partners, and networks that face significant challenges in securing donor funding or are working in politically restricted environments.

- b) Indigenous communities and organisations implementing or strengthening self-governance systems, territorial defence, natural resource guardianship, or governance revitalisation initiatives.
- c) Initiatives led by Indigenous women, youth, or persons with disabilities, or those directly addressing intersectional barriers within Indigenous societies.
- d) Community-based organising and movement-building efforts that enhance solidarity, intergenerational leadership, and collective action at local, country, or regional levels.
- e) Frontline communities in politically sensitive or high-risk areas where conventional funding cannot be accessed but where AIPP’s strategic engagement is essential for the continuity of the movement.

4. AIPP Strategic Regranting Mechanism

In line with the SRP, the **AIPP Strategic Regranting Mechanism** is designed to provide flexible and accessible funding opportunities that respond directly to the diverse realities and challenges faced by Indigenous communities, movements, and organisations across Asia.

4.1. Types of Grants:

Recognising that different initiatives require different levels of resources and approaches, the mechanism offers three complementary types of grants: Micro Grants (USD 2,000 to USD 5,000), Small Grants (USD 5,001 to USD10,000), Action Grants (USD 10,001 to USD 20,000) and Dedicated Funds. These grants not only address immediate community needs but also strengthen long-term organisational capacity and support broader structural change.

4.1.1. Micro Grant (USD 2,000 – USD 5,000):

Micro Grants provide rapid and flexible support for urgent or time-sensitive needs related to community mobilisation, self-governance strengthening, and immediate territorial or rights threats. They are designed for frontline situations where delays could weaken community resilience or movement-building.

The Micro Grant is structured into three key priorities:

- a) **Rapid community mobilisation and urgent responses:** Support for swift activities such as emergency meetings, rapid assessments, local dialogues, urgent mobilisation, or immediate community actions required to defend land, resist displacement, or respond to sudden political developments.
- b) **Immediate capacity needs for self-governance and community organising:** short training sessions, basic organising support, or practical tools that enable communities to sustain self-governance structures, customary institutions, and Indigenous decision-making processes—including support for women, youth, and persons with disabilities in leadership roles.
- c) **Emergency protection for defenders and communities at risk:** Assistance for Indigenous human rights defenders, leaders, women’s leaders, youth activists, and

disability-rights advocates facing threats, harassment, arrest, or state intimidation. This includes urgent relocation, communication support, or legal aid.

The overall implementation period for a Micro Grant is **six months**, with the possibility of extension upon the grantee's request.

4.1.2. Small Grants (USD 5,001 – USD 10,000)

Small Grants strengthen organisational systems, Indigenous governance institutions, and intergenerational leadership, enabling communities and organisations to consolidate their structures and deepen movement-building.

The Small Grants are designed into two key priorities areas:

- a) **Strengthening governance institutions, organisational capacity, and leadership:** Support for Indigenous organisations and community institutions to improve internal governance, strategic planning, accountability systems, customary governance revitalisation, and inclusive leadership development (women, youth, persons with disabilities).
- b) **Community-led governance initiatives and pilot projects:** Short-term projects that reinforce Indigenous self-governance systems, community organising mechanisms, territorial monitoring, economy, knowledge systems, or culturally grounded pilot initiatives that contribute to long-term sovereignty and movement consolidation.

The implementation period for a Small Grant is **7 to 18 months**, with the possibility of extension upon the grantee's request.

4.1.3. Action Grants (USD 10,001 – USD 20,000)

Action Grants support strategic, movement-strengthening initiatives that directly advance Indigenous Peoples' self-governance, territorial sovereignty, and cross-community solidarity in line with AIPP's long-term vision.

- a) **Strategic initiatives on land, self-governance, and cross-community solidarity**
Support for larger, transformative initiatives addressing structural issues such as:
 - territorial defence and mapping
 - customary governance systems and Indigenous jurisprudence
 - collective land advocacy grounded in Indigenous worldviews
 - community-to-community solidarity networks
 - intersectional leadership strengthening (women, youth, PWD)

These initiatives aim to build long-term resilience, strengthen Indigenous sovereignty, and consolidate the regional movement.

The overall implementation period for a Small Grant is **12 to 24 months**, with the possibility of extension upon the grantee's request.

Through this three-tiered structure, the Strategic Regranting Programme ensures that AIPP can provide timely, accessible, and strategically aligned support—from rapid frontline mobilisation

to long-term governance strengthening—ensuring the successful implementation of AIPP’s Strategic Plan and the consolidation of the Indigenous movement across Asia.

4.1.4. Dedicated Grants:

The dedicated Grants are the Grants that are directly mobilized or directed to specific Indigenous Communities, organizations, and networks for the specific issues and causes. The purposes of the dedicated grants are the same as other grants to provide direct and flexible financial support to Indigenous Peoples that align with AIPP priorities, and this regranting programme, programme will serve as a channel for implementing those dedicated funds.

4.2. Application Process

Depending on the size and type of the grant, applicants shall submit their applications addressed to the Secretary General. For **Micro-Grants**, applicants may submit a concept note or a simple application accompanied by a basic budget. Applications may be submitted in English, as a translated copy in English if originally written in a local language.

For both **Small-Grant** and **Action Grants**, applicants need to submit a simple concept note or proposal, outlining the goal, objectives, outputs, and activities with a specific timeframe, along with a simple budget. *Please see the Annex-A: Proposal Template and Annex-B: Budget Template*

For the dedicated grants, the grant recipient organization, AIPP, and the funding partner should establish a mutual agreement that follows the application process and upholds the minimum reporting requirements.

Recognizing that many grassroots Indigenous organizations or movements face challenges such as unfamiliarity with formal grant processes or language barriers, applicants can submit concept notes or proposals in local languages. In such cases, the **Re-Granting Coordinator or Officer** shall take the responsibility for documenting the information provided by the applicants and translating it into formal applications (such as grant applications, concept notes, project proposals, and budgets). This approach ensures inclusivity and accessibility, enabling organizations and community groups to participate fully in the program without being hindered by technical requirements.

4.3. Grant application review and approval

The grant application review and evaluation shall be conducted through a transparent, accountable, and systematic procedure designed to minimise bias and ensure that the most relevant and impactful initiatives receive support. Each application shall be assessed for its relevance to the AIPP Strategic Plan Pillars and program priorities, feasibility, potential community impact, and alignment with Indigenous values and principles.

AIPP shall designate a Re-Granting Focal Person, either as a Re-Granting Coordinator or Officer, who will be responsible for coordination, initial screening, and facilitation of the grant-making process in accordance with decisions of the Executive Council (EC) and the Secretariat.

a) Eligibility Screening

Eligibility screening is the initial stage of review and ensures that proposals meet the basic requirements. On behalf of the AIPP Secretariat, the Re-Granting Coordinator/Officer shall assess concept notes and proposals to verify that:

- The applicant is Indigenous led.
- The requested budget falls within the limits of the relevant grant type.
- The proposal aligns with AIPP priorities.

Where clarification or revision is needed, the Re-Granting Coordinator/Officer shall work with the applicant to improve the submission in line with established requirements.

b) Grant Application Review Process

The review process shall be conducted in two steps:

Step 1: Programme/Unit Review

Following eligibility screening, grant applications shall be forwarded to the relevant Programme or Unit. The relevant Programme/Unit shall provide consolidated feedback within seven (7) working days. If feedback is not received within this period, the application shall be considered accepted by default. Upon receiving the feedback, the Re-Granting Coordinator/Officer shall communicate with the applicant and facilitate any required revisions.

Step 2: Management or Re-Granting Team Review

Once Programme/Unit feedback is incorporated, the Re-Granting Coordinator/Officer shall forward the application to the Management Team and/or Re-Granting Team for additional review and comments. The Management Team shall also consult Executive Council members, within a specified time limit, from the sub-region where the applicant organization is based. After these consultations, the grant application shall be submitted to the Secretary General for final review and approval.

c) Grant Approval

In making the final decision, the Secretary General shall ensure that the grant-making process has been conducted transparently, systematically, and free from personal bias or undue influence. The Secretary General's role is to verify process integrity and confirm that the final application is ready for approval.

Urgent or Immediate-Intervention Cases

In situations requiring urgent response or immediate intervention, the Re-Granting Coordinator/Officer may directly consult the Secretary General. Upon the Secretary General's approval, funds may be promptly disbursed to the grantee. In such cases, the

Coordinator/Officer must maintain complete records, including the grantee's written request and any supporting documents outlining the urgency.

d) Consideration of Community and Sub-Regional Priorities

Each proposal shall also be evaluated based on its relevance to community and country priorities, potential impact, and its alignment with AIPP Strategic Plan Pillars and programme priorities. Recommendations arising from sub-regional and country-level consultations shall be given due priority, ensuring that grant decisions reflect the voices, needs, and perspectives of AIPP member organisations across Asia.

4.4. Signing Agreement

Upon receiving approval from the Secretary General, a formal Grant Agreement shall be signed between AIPP and the grantee within seven (7) working days. The Grant Agreement serves as a legally binding document outlining the terms, conditions, and obligations of both parties. It specifies the approved budget, implementation period, reporting requirements, and accountability mechanisms to ensure transparency and proper utilization of funds.

Before signing, the Re-Granting Coordinator/Officer shall review the agreement with the grantee to ensure mutual understanding of all provisions, including the expected outputs, timeline, and fund utilization plan. Both parties shall sign the agreement, and each will retain a copy for recordkeeping.

Following the signing of the agreement, AIPP shall process the fund disbursement within the next seven (7) working days, in accordance with the agreed financial procedures. The grantee shall acknowledge receipt of funds in writing.

For reference, please see **Annex: Grant Agreement Template**, which provides the standard format and required clauses for all grant agreements under this framework.

4.5. Fund Disbursement Process:

Re-granting fund shall be disbursed with a due process following the steps given below:

- a) For **Micro Gants** and **Small Gants**, fund can be disbursed following the steps given below:
 - i. **Funds disbursed in two tranches:** To ensure smooth implementation of activities while maintaining accountability, funds shall be released in two tranches. An initial **80%** of the approved grant shall be disbursed upfront once the grant agreement is signed, enabling organisations to begin their initiatives without delay. The remaining **20%** shall be released upon submission of a brief progress report and financial statement, ensuring both transparency and timely monitoring of project progress.
 - ii. **Complementary Emergency Disbursement:** In cases of urgent or emergency initiatives – such as immediate response to threats, rights violations, or

unforeseen community needs – the mechanism allows for **100%** upfront disbursement.

- b) For **Action Grants**, for Action Grants, depending on the approved funding amount, the grant shall be disbursed in two or more instalments. In such cases, the grantee shall be required to submit a brief updated narrative and financial report with each instalment request.

Considering on-the-ground realities and the challenges associated with fund transfers, funds may be disbursed through cash-in-hand, Western Union, or a personal bank account nominated by the grantee with documented evidence of agreement between the two parties. This flexibility ensures that Indigenous organisations can act quickly and responsibly in situations where delays could undermine the impact or relevance of their interventions.

5. Capacity-Building & Support

The SRP shall strengthen the long-term capacities of Indigenous organisations, communities, and movements to exercise and sustain their systems of self-governance and their responsibilities as guardians of lands, territories, and resources. Recognising that financial grants alone cannot overcome structural, historical, and political challenges, the SRP integrates a holistic capacity-building approach grounded in Indigenous knowledge, community resilience, and movement solidarity. Strengthened advocacy capacity shall emerge organically from these foundational capabilities.

The SRP shall ensure that capacity-building processes meaningfully engage Indigenous women, youth, and persons with disabilities, recognising their central role in community leadership, cultural continuity, and territorial stewardship.

a) Mentoring and Coaching on Self-Governance, Leadership, and Community Accountability

Grantees shall receive mentoring and coaching tailored to their contexts, with an emphasis on strengthening:

- Access to trainings on Indigenous governance systems and customary leadership structures.
- Community accountability mechanisms, consensus-building, and conflict resolution.
- Organisational systems, including financial and administrative processes, that reinforce Indigenous values rather than replace them.
- Access to Intergenerational leadership, especially the roles of women, youth, and persons with disabilities in governance and decision-making.

This support helps communities address internal challenges, deepen collective leadership, and maintain resilient systems for protecting their lands, territories, and resources.

b) Peer-Learning Exchanges on Territorial Guardianship and Movement Building

The SRP shall promote solidarity and cross-regional learning by facilitating peer-to-peer exchanges among Indigenous communities. The exchanges shall prioritise:

- Access to traditional and contemporary models of territorial stewardship and land governance.
- Community protocols for resisting external threats and asserting sovereignty.
- Regenerative practices, Indigenous economies, and knowledge systems.
- Movement-building strategies anchored in shared values and regional unity.
- Experiences of women, youth, and persons with disabilities in strengthening community resilience and leadership.

These exchanges reinforce AIPP's strategy of lateral learning, enabling communities to teach, inspire, and mobilise one another across Asia.

c) Tailored Training on Governance, Community Documentation, and Monitoring

Training programmes shall be designed with and for Indigenous communities, focusing on areas that strengthen their ability to govern, protect territories, and sustain community well-being. Training may include:

- Indigenous governance, leadership development, and community institution-building.
- Community documentation of land use, customary tenure, and territorial boundaries.
- Community-led monitoring of environmental change, external threats, or rights violations.
- Proposal development or reporting skills only where these directly support self-governance and territorial stewardship.
- Training modules specifically adapted for women, youth, and persons with disabilities, ensuring equitable participation and leadership.

Grantees may also participate in AIPP regional programmes such as the Self-Governance Course, School of Participation, Asia Preparatory Meeting, and Climate Conference to strengthen regional solidarity and political awareness.

Through this integrated approach, the SRP ensures that Indigenous organisations and communities are not only supported financially, but also equipped with the governance systems, knowledge, intergenerational leadership, and solidarity networks needed to advance self-determination, strengthen guardianship of lands and territories, and sustain a resilient Indigenous movement across Asia.

6. Monitoring, Reporting & Accountability

The SRP should emphasize accountability while remaining sensitive to the capacities and realities of grassroots Indigenous organizations. To achieve this, the programme adopts a **light and flexible reporting approach**, ensuring that grantees can focus on meaningful community work rather than being burdened by complex bureaucratic requirements.

6.1. Participatory Monitoring

Monitoring should be conducted collaboratively through field visits or virtual check-ins, allowing AIPP staff and grantees to engage in dialogue, observe project implementation, and provide guidance where needed. This approach encourages a shared understanding of progress and challenges while reinforcing trust and collaboration.

6.2. Minimum Reporting Requirements:

Reporting obligations should be designed to be accessible and manageable for organizations with limited administrative capacity.

- a) **Narrative Report:** A simple and flexible narrative reporting format, limited to 2–3 pages, should be used to capture both progress and impact in a practical and straightforward manner. The report should focus on key activities, achievements, challenges, and lessons learned. For **Small** and **Action Grants**, grantees are encouraged to include case stories that highlight the changes resulting from the intervention.
- b) **Simple Financial Template:** A simple financial reporting format should be used to track expenditures accurately without extensive accounting expertise.

Recognizing the on-the-ground realities and challenges, the **Re-granting Coordinator or Officer** shall proactively support the respective grantees in meeting minimum reporting and financial compliance requirements. For example, the Coordinator or Officer may provide accompaniment support to the grantees in organizing events, preparing narrative and financial reports, and developing case stories.

6.3. Mutual Accountability Principle

The SRP prioritizes **mutual accountability**, emphasizing learning, solidarity, and relationship-building over rigid, donor-driven compliance. Grantees and AIPP should work together to strengthen organizational capacities, address challenges, and ensure that resources are used effectively to advance Indigenous rights and community priorities.

By combining flexible reporting, participatory monitoring, and a focus on mutual accountability, the SRP ensures solidarity, transparency and integrity while supporting Indigenous organisations to thrive and achieve lasting impact.

7. AIPP Policies including Gender Justice Policy

To ensure that all SRP-supported initiatives and implementing institutions properly follow AIPP's policies, including the Gender Justice Policy and the Protection from Sexual Exploitation, Abuse and Harassment (PSEAH) Policy.

8. Annual External Audit

To ensure financial integrity and transparency, the SRP will be subject to an **annual external audit** by an independent auditor. This process helps verify that funds are used appropriately,

builds trust with Indigenous communities and funding partners, and strengthens accountability in all financial matters.

Additionally, if any **specific donor** requires extra financial reporting or compliance measures beyond the standard audit, the programme will adhere to those requirements. This ensures that all funding conditions are met and maintains credibility with different funding sources.

9. Amendment

This AIPP SRP Guideline shall be subject to periodic review and updated as necessary. Any amendments shall be made by the AIPP Executive Council in consultation with the Secretariat.

10. Conclusion

In conclusion, this AIPP SRP Guideline provides comprehensive instructions to assist AIPP members, partners, and network organizations – including Indigenous grassroots organizations and movements across Asia – in accessing direct funding while overcoming political, administrative, and institutional barriers. By facilitating access to flexible financial resources and technical support, and by ensuring alignment with AIPP’s vision, mission, strategic goals, and objectives, the guideline aims to strengthen the self-governance, solidarity, empowerment, and territorial sovereignty of Indigenous Peoples across the region.

11. Annexures:

Annex-A: Application Form:

- a) Micro Grants (USD 2,000 – USD 5,000)
 - A simple concept note or application, no template
 - A simple budget, no template

- b) Small Grants (USD 5,001 – USD 10,000)
 - A simple concept note, illustrating outcome and objectives, outputs and activities with specific timeframe
 - A simple budget (please see the Annex-B: Budget Template)

- c) Action Grants (USD 10,001 – USD 20,000)
 - A simple concept note/proposal illustrating goal, objectives, outputs and activities with specific timeframe
 - A simple budget (please see the Annex-B: Budget Template)

Annex-B: Budget Template

BUDGET PROPOSAL								
NAME OF ORGANIZATION		Asia Indigenous Peoples Pact (AIPP)						
NAME OF PROJECT		Bridging Resources: A Strategic Regranting Initiative for Grassroots Indigenous Organizations						
PROJECT DURATION		January - December 2025 (12 Months)						
CONTACT PERSON		Ke Jung, Deputy Secretary General						
BUDGET REQUEST (USD)		\$100,000						
No.	Budget Items	Budget Details	Unit Type	No. Unit	Unit Cost	Frequency of Unit	Total (USD)	Budget Note
1 Operational Cost								
1.1	Grant Coordinator	40% Salary for grant coordinator for Mar - Dec 2025	Months	1	\$ 1,320.00	12	\$ 15,840.00	40% time allocation for Programme Coordinator
1.2	Finance Officer	30% salary for finance officer for Mar - Dec 2025	Months	1	\$ 690.00	12	\$ 8,280.00	30% time allocation for Finance Officer
1.3	Coordination Cost	10% Coordination/Overhead Cost	Lumpsum	1	\$ 5,880.00	1	\$ 5,880.00	10% of 60K USD for coordination/overhead cost
Sub-Total							\$ 30,000.00	
2 Capacity Strengthening								
2.1	Consultancy cost	Hiring a consultant for 25 days to set up regranting system	Day	1	\$ 200.00	25	\$ 5,000.00	Develop guidelines, procedures, and streamlining with existing AIPP's grant management system
2.2	Training	One-day internal training for AIPP	Day	1	\$ -	1	\$ -	AIPP will cover lunch and refreshment
2.3	Baseline survey	Consultancy service to conduct baseline survey & developing monitoring guidelines	Day	1	\$ 200.00	15	\$ 3,000.00	Baseline survey for monitoring and learning, strategizing, and fundraising for regranting.
2.4	Monitoring	Monitoring and Evaluation	Day	1	\$ 200.00	10	\$ 2,000.00	To draw lesson learn to improve regranting system
Sub-Total							\$ 10,000.00	
3 Regranting								
3.1	Granting	Microgrants (2,000 USD - 5,000 USD)	Lumpsum	1	\$20,000.00	1	\$ 20,000.00	
3.2	Granting	Small grants (5,000 USD - 15,000 USD)	Lumpsum	1	\$40,000.00	1	\$ 40,000.00	
Sub-Total							\$ 60,000.00	
Grant Total							\$ 100,000.00	

Annex-C: Acknowledgement receipt of funds

Dear Sir/Madam,

Herewith we acknowledge receipt of the amount¹ of : USD1,500.00

(In Word:)

Amount in local currency : BDT170,000.00

(In Word:)

Name of organization :

Title of the Initiative/Activity :

Name of Recipient :

Designation :

Date :

Signature :

¹ Upon receipt of the above-mentioned amount, please return this form by email or post.

Annex-D: Narrative Report Template

1. Description

Project/Activity title:				
Name of Focal Person:				
Contact No of Focal Person: (Ex; Email/Messenger/ WhatsApp, etc.)				
Project/Activity period:				
Total approved budget of the activity:				
Name of Organization and Country:				
Direct beneficiaries (including the number of men, women, youth and/or persons with disabilities)	Male:.....	Female:.....	PwDs:	Total:
	Age 0-15:	Age 16-35:	Age 36-60:...	Over 60:
Indirect beneficiaries	Male:.....	Female:.....	PwDs:.....	Total:.....

2. List activities undertaken and identify output/s and analyses or reflection for each activity.

Please add more rows as needed.

	Activity	Output/s ²	Analyses/Reflection
1.			
2.			
3.			

3. Experience and Lesson Learned from the Project/activity Implementation

Briefly describe any experience and lessons learned during project implementation/reporting period of the activities.

² For trainings, meetings or workshops, please scan attendance sheet and attach as separate file. Please put in the column no. of men, women, youth and/or persons with disabilities. For videos, podcasts, and/or press and statements release, please provide link.

**4. If any, identify other follow-up actions and/or support needed.
Write in bullet points.**

**5. Attach photos of the activities.
Please send as a separate file and provide caption here. 5 – 8 photos per activity as relevant, with a resolution of 72 megapixel or higher.³**

6. How will you follow-up or sustain the results after this Grant Support?

7. Visibility

AIPP may wish to publish the result of Actions. Do you have any objection to this report being published on the website/any social media platform? If so, please state your objection here.

Signature: _____

Name of the Focal Person: _____

Date of Submission: _____

³ If posted or shared in relevant social media site, please share link and provide appropriate caption in the template.

Annex-E: Financial Report Template

a) Financial Report template

Name of Organization :
Project Title :
Project/Activity Start date :
Project/Activity Finish date :
Project/Activity Report Duration date :
Currency :
Exchange Rate and Date :

No.	Activity	Budget Approved		Actual Expenditure		Budget Balance	Variance %	Explanation <10%>
		Local currency	USD	Local currency	USD	USD		
1						-		
2						-		
3						-		
4						-		
	TOTAL		-	-	-	-		

Summary:		Local currency	USD	Exchange rate				
	Fund received				Please fill up the fund received in Local currency and send the bank receipt to AIPP			
	Expenditure							
	Fund balance							

Prepared By
(Partner):
Name:

Approved By
(Partner):
Name:

Verified By (AIPP):
Name:

Approved By
(AIPP):
Name:

Position:

Position:

Position:

Position:

Date:

Date:

Date:

Date:

b) Listing of Invoices and Receipts

Organization Name :
 Country :
 Reporting Period :

#	Date	Payee	Payment Details	Amount	Act. No	Ref. No	Transport	Food	Accom.	Resource person	Commun	Materials	Total
Total													